

Submitted: 8/13/2013
Jurisdiction: Anne Arundel County
Agency: Community College
Division/Unit: Document Services/Records Retention

Maryland State Archives
Edward C Papenfuse State Archives Building
350 Rowe Boulevard
Annapolis, MD 21401

Certificate ID: 863
MSA ID: SE55-3041
Page: 1 of 2

Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Purchasing/Blanket(Purchase) Orders FY06(July 05-June 06)2151-2600	1910	2	July 1 2005-June 30 2006	1 cu ft.	08/13/2013	Shredding
2	Purchasing/Blanket(Purchase) Orders FY07(July 06-June 07)2566-3000	1910	2	July 1 2006-June 30 2007	1 cu ft.	08/13/2013	Shredding
3	Purchasing/Purchase Orders FY06(July 05 -June 06)52851-55950	1910	2	July 1 2005-June 30 2006	1 cu ft.	08/13/2013	Shredding
4	Purchasing/Purchase Orders FY06(July 05 -June 06)55951-58800	1910	2	July 1 2005-June 30 2006	1 cu ft.	08/13/2013	Shredding
5	Purchasing/Purchase Orders FY06(June 05 -July 06)58801-60611	1910	2	June 1 2005-July 31 2006	1 cu ft.	08/13/2013	Shredding
6	Purchasing/Purchase Orders FY07(July 06 -June 07)63251-65900	1910	2	July 1 2006-June 1 2007	1 cu ft.	08/13/2013	Shredding
7	Purchasing/Purchase Orders FY07(July 06 -June 07)65901-67100	1910	2	July 1 2006-June 30 2007	1 cu ft.	08/13/2013	Shredding

Destruction Certification

Allen S. Kogut

Signature

Records Retention Specialist

Title

8/13/2013

Date

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8	Purchasing/Purchase Orders FY07(June 06 -July 07)60201-63250	1910	2	June 1 2006-July 31 2007	1 cu ft.	08/13/2013	Shredding
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Destruction Certification

Allen S. Kogut

Signature

Records Retention Specialist

Title

8/13/2013

Date